



**TO ALL NATIONAL COMMITTEES
TO THE CHAIRMEN AND SECRETARIES OF ALL TECHNICAL COMMITTEES AND
SUBCOMMITTEES**

Dear Sir/Madam,

Reminder concerning the access to IEC working documents

As indicated in Administrative Circular 161/2000, the Central Office no longer distributes copies of its working documents. Working documents are only available on the IEC's document server and must be downloaded from there.

To access documents on the IEC document server, go to the IEC home page (<http://www.iec.ch>) then follow the links to "Search" then "Working documents"¹⁾. In the Committee field, enter the designation of the Committee (e.g. 1, 17A, C (for Council), SMB, AC (for Administrative Circulars), etc.) in the "Committee" field then either type in the number of the document you are looking for in the "number" field, or leave blank, then click on "Enter".

To be informed about the availability of documents, we recommend subscription to one or both of the following:

— "new documents" list: a list of all IEC working documents distributed in the previous week, including hyperlinks to download or open the documents. To subscribe to the new documents list, send an e-mail to newdocs@iec.ch, putting the word "subscribe" (without the quotation marks) in the subject of the e-mail and the words "subscribe FN=**your_first_name** LN=**your_last_name**" (without the quotation marks) in the body of the message, substituting your own name for **your_first_name** and **your_last_name**;

— "MyIEC": a customized list of documents from the Committees of interest to you. To subscribe to MyIEC, go to the IEC's home page, <http://www.iec.ch> and follow the links to MyIEC.

Finally, we should like to remind you that the only acceptable method of voting on IEC TS/SC working documents is to use the IEC's electronic system. The e-mail address votes@iec.ch is no longer in service and messages sent to that address will not be processed.

Yours faithfully,

A. AMIT
General Secretary

¹⁾ The appearance of the IEC website will change shortly, but the access to the working documents will still be made by following these links.